

AMENDMENT TO MINUTES OF December 16, 1977 - Tri-City Board Meeting

The Board took action approving an additional holiday (Veterans Day) for the staff of Tri City.

HOLIDAY SCHEDULE

New Year's Day

Martin Luther King's Birthday

Washington's Birthday

Good Friday

Memorial Day

Independence Day

Labor Day

Columbus Day

~~X~~ Veterans Day

Thanksgiving Day and Friday

Christmas Day

Employees will receive compensatory time for those hours worked beyond their 40 hour work week provided the time has been previously approved by the supervisor. Supervisory staff are not eligible for compensatory time.

a. Holidays

Holidays for all employees are approved annually and notice will be distributed to all department in advance of individual holidays and holiday periods.

1. Legal holidays observed are:

New Year's Day	Independence Day
Martin Luther King's Birthday	Labor Day
Washington's Birthday	Columbus Day
Good Friday	Thanksgiving Day and Friday
Memorial Day	Christmas Day

2. Special Holiday Provisions

- Individual holidays are considered part of the work week when computing wages to paid to all regular employees.
- Holidays falling on Sunday shall be celebrated on the Monday immediately following. Holidays falling on Saturday shall be celebrated on the Friday immediately preceding.
- All employees who are required to work on a holiday will be entitled to compensatory time off in lieu of pay.
- When a holiday falls on a workday during the employees vacation, the employee is entitled to holiday pay for that day, *and an additional day will be granted*
- On termination, regular employees shall be paid for holidays within their regularly scheduled work week providing they work the day before the holiday or unless an absence is excused by use of a vacation day or valid medical reason documented within 48 hours.

Summer Vacation Time will be authorized as follows:

Person employed from 3 - 6 months (as of June 1) will receive one week (5 days) paid vacation.

Person employed from 6 months - 2 years will receive 2 weeks (10 days) paid vacation.

Any person who has been employed over 6 months may request up to two (2) additional weeks without pay.